

PROFESSIONAL DEVELOPMENT QUARTERLY

A NEWSLETTER OF THE AEROSPACE EDUCATION AND TRAINING DIRECTORATE
HEADQUARTERS, CIVIL AIR PATROL

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REGION/WING COMMANDERS' COURSE '01: SUCCESS THROUGH TEAMWORK

"Outstanding presentation" was how the attendees described Civil Air Patrol's (CAP) Region/Wing Commanders' Course '01, held 10-16 February at CAP National Headquarters, Maxwell Air Force Base, Alabama. An intimate class of 13 students including one "Member At Large" of CAP's new Board of Governors, and 12 current and future wing commanders representing six regions participated in the annual course.

Presented by the Professional Development division and supported by CAP's national command staff and all HQ CAP directorates, the Commanders' Course is designed to give new region and wing commanders insight into issues of interest to them as corporate officers and senior leaders. The course includes an opportunities to discuss management and leadership issues, receive an orientation about government and legal affairs, and learn about the different resources available to them, with specific focus on CAP's National Headquarters operations.

For five days the commanders heard from CAP and Air Force leaders including CAP's National Commander, Brigadier General James C. Bobick, National Vice Commander, Colonel Richard L. Bowling, Chief of CAP's Chaplain Service, Chaplain Colonel James Moore, CAP's Executive Director Colonel Robert L. Brooks, and the Commander of CAP-USAF, Air Force Colonel Dennis B. Parkhurst, Jr. Each of these leaders discussed national-level management issues with a special emphasis on developing and attaining future goals and objectives for the organization. In addition, Dr. Richard Lester, Dean of Academic Affairs, Ira C. Eaker College for Professional Development, Air University, and internationally known speaker, gave a special presentation on command level leadership.

Attendees received comprehensive briefings on each of HQ CAP's eight directorates, the CAP General Counsel, as well as the CAP-USAF/JA, Major Richard Mink. Representatives from the headquarters' organizations spoke about their functions and responsibilities, and the specific services they can provide to commanders. In addition, they were briefed about the National Board's evolving role in CAP's leadership structure, with the addition of

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the Board of Governors, which became effective on 27 February 2001. Each of these presentations helped the participants gain a greater appreciation for their role as representatives for the more than 57,000 members who serve in Civil Air Patrol at the dawn of the 21st Century.

The commanders also had the chance to visit Headquarters' offices and the Bookstore during their free time and get to match faces to the names of the staff that members interact with every day.

The CAP Region/Wing Commanders' Course is open to newly appointed region and wing commanders and vice-commanders. The 2001 course attendees were:

Col Robert Bess, CAP Board of Governors
Col Matthew Wallace, NVWG
Col Robert Bourque, MTWG
Col Loretta Holbrook, KYWG
Col Lynda Robinson, UTWG
Col Anthony Vessella, RIWG
Col James Rowell, VTWG
Col Lames Mooney, AZWG
Col Robert Townsend, SCWG
Col Lawrence Trick, MDWG
Col Frank McConnell, NATCAP WG
LtCol Dallas Enger, ORWG
LtCol Robert Brouillette, AKWG

“WHEN SHOULD I USE THE NEW CAPID NUMBER?”

As you may already know, Civil Air Patrol (CAP) is changing its system of member serial numbers, from the 9-digit Social Security number (SSAN), to the 6-digit CAP Identification (CAPID) number, a pre-selected number assigned to you by National Headquarters Civil Air Patrol.

You may use your CAPID number for most any CAP-specific action item requiring your identification number. Of course, if you do not yet know your CAPID number, you are still free to use your SSAN during the transition period. (For those of you who do not know your CAPID, the number will be printed on your membership card when you renew.)

Please note how we specified using your CAPID number for CAP-specific actions. These actions can include: any CAP Form with a space providing for a CAPSN. But, as you may have guessed, it does **not** include CAP membership applications or FBI fingerprint cards. You must use your Social Security number on these forms.

A frequent question we have received in Professional Development concerns whether outside agencies will recognize the new CAPID numbers, such as the Air Force Institute for Advanced Distributed Learning (AFIADL), formerly known as the Extension Course Institute (ECI), and other government agencies. The answer to that question is **no**. These agencies operate a different data tracking system than Civil Air Patrol and still use Social Security Administration Numbers (SSAN) as their means of identifying those who do business with them.

For example, say one of your members wishes to enroll in ECI-13. The ECI Form 23 (the green postcard) asks for the member's SSAN in Block 2. Do not fill in the member's CAPID number, because it will not be recognized. As another example, the Air Force requires Social Security numbers for Military Support Authorizations (MSA) and travel orders. They too, will not recognize CAPID numbers for these actions. The same is true for FBI fingerprint cards. If as a CAP member you deal with an agency we've not mentioned here, it's probably a good idea to contact them to see whether they will accept your CAPID number in place of your SSAN when doing business with them.

What about us? HQ CAP Professional Development

welcomes you to use your new CAPID number for any actions we control, with the exception of AFIADL actions. You can use your CAPID numbers on Form 11, *Director's Report*, Form 17, *Application for CAP Senior Member Activities*, Form 24a, *Application for Senior Member Awards*, Form 45 and 45b *Training Record*, etc.

What's the simple answer? You can use the new CAPID numbers for most actions within CAP, but you'll need to check with other agencies outside of Civil Air Patrol. If you have any questions about how and when to use CAPIDs within Professional Development, call Jennifer Carroll at 334-953-5798. If you have questions about using CAPIDs in other CAP directorates, please call their department.

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